

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA
November 20, 2018 8:30 a.m.

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present: Commissioners James Jens, Glenn Kluis, Lori Gunnink, and David Thiner. Also present Aurora Heard, County Coordinator and Travis Smith, County Attorney. Excused Absence: Gerald Magnus

The Chairman asked if there were any additions to the agenda. Several items were added.

No conflicts of interest were identified.

It was moved by Gunnink, seconded by Kluis and passed to approve the agenda as modified.

Consent Agenda

1. Approve minutes from October November 20, 2018

It was moved by Thiner, seconded by Gunnink and passed to approve the minutes from November 20, 2018.

A motion was duly made by Kluis seconded by Gunnink and carried that all claims as presented were approved for payment. The Chairman was authorized to sign the Audit List dated November 20, 2018 with fund totals as follows and warrants numbered 157522 – 157592:

County Revenue Fund	50,152.43
County Road & Bridge Fund	18,165.26
Ditch	129.80
Self Insurance	685.78
Sunrise Terrace	3,132.58
SAWS	154.00
Total	72,419.85

A motion was made by Jens and seconded by Thiner to approve the report of the Ditch Committee of the Judicial Ditch lying within the County of Murray on those petitions for repair that have been inspected for determining what repairs, if any, are necessary, the extent and nature of such repairs, an estimated cost of such repairs or a list of bills presented for payment that will enable said ditches to answer their purposes and to pay all bills contained within the report. The motion passed with a roll call vote as follows:

- David Thiner: Yes
- Lori Gunnink: Abstain

- James Jens: Yes
- Glenn Kluis : Abstain

Motion carried 2 to 0. Commissioner Gunnink and Kluis did not vote as they are not on the JD 3 Committee.

Citizen Publishing

	JD 3 \$ 388.80	Publication for 11/19/18 meeting
	Subtotal \$ 388.80	

I + S Group

	JD 3 \$ 689.00	JD 3 Appeal - Engineering
	Subtotal \$ 689.00	

Rinke Noonan

	JD 3 \$ 3,637.50	JD 3 Appeal - Legal
	Subtotal \$ 3,637.50	

	Total JD 3 Ditch Bills 4,715.30
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A motion was made by Jens, seconded by Gunnink with all members of the Board voting their approval to accept the report of the Ditch Committee of the County and Judicial Ditches lying within the County of Murray on those petitions for repair that have been inspected for determining what repairs, if any, are necessary, the extent and nature of such repairs, an estimated costs of such repairs or a list of bills presented for payment that will enable said ditches to answer their purposes and to pay all bills contained within the report.

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<u>Contractor</u>	<u>Ditch #</u>	<u>Amount</u>	<u>Petition #</u>	<u>Inspector</u>	<u>Commissioner District</u>
<u>Bill's Backhoe Service, LLC</u>					
	CD 11	450.00	2018-084	Approval Pending	2-Gunnink
	CD 42	340.00	2018-092	Approval Pending	1-Jens
	Subtotal	790.00			
<u>Bolton & Menk</u>					
	CD 29	6,692.50	CD 29 Drop Structure Engineering		
	Subtotal	6,692.50			
<u>Johnson, Corey</u>					
	CD 20	60.00	2018-073	ok'd by Howard 11-1-2018	2-Gunnink
	Subtotal	60.00			
<u>Johnson Ditching, Inc.</u>					
	CD 57	876.00	2017-025	Approval Pending	2-Gunnink
	CD 20	2,750.00	2017-008	Approval Pending	2-Gunnink
	Subtotal	3,626.00			
<u>Kuehl, Andrew</u>					
	CD 7	60.00	2018-080	Approval Pending	2-Gunnink
	Subtotal	60.00			
<u>LJG Backhoe, LLC</u>					
	JD20A	550.05	2018-086	Approval Pending	1-Jens
	CD 62	237.83	2018-019	Approval Pending	1-Jens
	CD 62	1,014.75	2018-019	Approval Pending	1-Jens
	CD 62	2,660.15	2018-019	Approval Pending	1-Jens
	Subtotal	4,462.78			
<u>Onken Backhoe Service, Inc.</u>					
	JD 20	6,766.00	2018-059	Approval Pending	5-Thiner
	CD 67	1,690.00	2018-097	Approval Pending	3-Magnus
	Subtotal	8,456.00			
<u>Rinke Noonan</u>					
	Admin	200.00	Monthly Retainer		
	CD 11	54.00	Emergency Repairs/Hwy 30-Legal		
	Subtotal	254.00			
	Total for All Ditch Bills	24,401.28			

It was moved by Kluis, seconded by Gunnink and passed to approve Pay Application No. 1 to Cooreman Contracting, Inc. for the County Ditch 29 Repair in the amount \$39,713.40.

Consensus from the Board for Auditor/Treasurer Winter to use the following budget summary for the 2019 Truth in Taxation meeting. This includes 12.5 full time employees and 2 part time employees for licensed staff in the Sheriff's Department.

			Human	Economic		
2019 Budgeted Governmental Funds	Revenue	Road & Bridge	Services	Development	Debt Services	Totals
Revenues						
Taxes	5,789,488	1,436,479	1,280,866		232,418	8,739,251
Special Assessments	259,186					354,601
License and Permits	29,500	7,000				36,500
Intergovernmental	1,826,288	5,357,372				7,183,660
Charges for Services	365,595	24,000				389,595
Fines and forfeits						0
Investment Earnings	30,750			15,743		46,493
Gifts and Contributions	1,300					1,300
Miscellaneous	269,615	68,700		66,214		404,529
Other Sources						0
Total Revenues	8,571.72	6,893,551	1,280,866	81,957	232,418	17,155.93
Expenditures						
General Government	3,418,064					3,418,064
Public Safety	2,540,431					2,540,431
Highways and Streets		6,295,897				6,295,897
Human Services			1,280,866			1,280,866
Sanitation	318,518					318,518
Health	295.11					295,110
Culture and Recreation	877,641					877,641
Conservation of Natural Resources	891,272					986,687
Economic Development	2,445			339,951		342,396
General Obligation Debt Services					219,645	219,645
Community Health	115,606					115,606
Water Quality Loan Program	7,684					7,684
Total Expenditures	8,466,771	6,295,897	1,280,866	339,951	219,645	16,698,545
Excess of Revenue Over (Under)						
Expenditures	104,951	597,654	0	257,994	12,773	457,384
Other Sources (Uses)						
Transfers In	50,000			126,543		196,543
Transfers Out	-196,543					196,543
Loans Issued						0

A motion was made by Gunnink, seconded by Jens and carried that the Commissioners in conjunction with the appointed ditch inspector in and for the County of Murray, have examined and inspected that portion of the foregoing described County and Judicial Ditches, lying within the County of Murray, for the purpose of determining what repairs are necessary and ordered said repairs to be made, by this report given thereon at a Murray County Board of Commissioner's meeting, held in the Commissioners Room of the Murray County Government Center, Slayton, Minnesota.

- Petition #2018-099 (JD 26, Belfast Twp. Sec. 34, District 1 – Jens)
- Petition #2018-101 (JD 06, Shetek Twp. Sec. 8, District 1 – Jens)
- Petition #2018-102 (JD 05, Belfast Twp. Sec. 24, District 1 – Jens)
- Petition #2018-103 (CD 81, Lake Sarah Twp. Sec. 31, District 2 – Gunnink)
- Petition #2018-104 (CD 65, Holly Twp. Sec. 32, District 1 – Jens)
- Petition #2018-106 (CD 81, Lake Sarah Twp. Sec. 31, District 2 – Gunnink)
- Petition #2018-107 (CD 47, Leeds Twp. Sec. 15, District 2 – Gunnink)

It was moved by Thiner, seconded by Kluis and passed to declare the K-9 drug dog Abby as surplus property with a minimum value of \$1.00 and the Sheriff's Department to take care of the process of rehoming her.

EM Director/Deputy Sheriff Heath Landsman met with the County Board regarding him being appointed Chief Deputy Sheriff. There is currently no position description questionnaire for the Chief Deputy Sheriff position so it cannot be rated in the compensation/classification system and assigned a pay range until it is completed. Landsman advised he was working on the position description questionnaire. The Board and Landsman discussed the emergency management duties currently being performed by Landsman. Landsman advised he could not perform the Chief Deputy Sheriff duties and the emergency management duties but he would be willing to assist someone. He is going to finish what he started with the flood this summer. There was discussion on if the Chief Deputy position should include Assistant EM Director. There was discussion on if the Emergency management position should be full time. Landsman advised there are 149.5 hours of training to get the basic EM certification. The Board requested a letter from the Sheriff that he wants Landsman appointed as Chief Deputy. Landsman advised the EMPG grant requires a named EM Director. There was discussion on a full time EM position. Landsman advised he thought one county contracted out EM duties. Consensus to bring the Chief Deputy Sheriff job description back for review and to leave the Emergency management duties out of the Chief Deputy Sheriff job description. An Emergency management director job description will be worked on and brought back.

The 2019 staffing level resolution was discussed. The new positions included an Intern in the Assessor's office, a Part time license center clerk, Chief Deputy for the Sheriff's department and two part-time deputy sheriff positions. Consensus to bring the 2019 staffing resolution back to a December meeting until the Emergency Management position is reviewed.

Jean Christoffels met with the County Board.

It was moved by Thiner, seconded by Gunnink and passed to approve the FY 2016 and FY 2017 State of Minnesota Board of Water and Soil Resources Block grant agreement Septic treatment system upgrade addendum.

Jon Bloemendaal met with the Board regarding recycling Christmas lights.

It was moved by Gunnink, seconded by Kluis and passed to approve recycling Christmas lights at no charge.

10:00 a.m. Open Forum/Public Comment – No members of the public were present.

Jim Muchlinski from the Marshall Independent introduced himself to the County Board.

The Board discussed the AMC Annual Conference in December and the County Government 101 conference in January. Commissioner Elect Jim Kluis would like to be registered for the AMC Annual Conference December 2 – 4, 2018 and Commissioner Elect Welgraven would like to be registered for the County Government 101 in January 23-25, 2019.

The Commissioners gave their committee reports for the period of November 4, 2018 to November 17, 2018.

David Thiner reported on City of Fulda (no per diem claimed) – November 5, Commissioner Board Meeting (partial per diem claimed) – November 6, Extension (partial per diem claimed) – November 7, Ag Society (partial per diem claimed) – November 8, Budget Meeting (partial per diem claimed) – November 13.

David Thiner reported on behalf of Gerald Magnus on Supporting Hands Nurse Family Partnership (partial per diem claimed) – November 5, Commissioner Board Meeting (partial per diem claimed) – November 6, Extension (no per diem claimed) – November 7, Southwest Regional Development Commission (no per diem claimed) – November 8, Ins Collaborative (partial per diem claimed) – November 9.

Lori Gunnink reported on Commissioner Board Meeting (partial per diem claimed) – November 6, Budget Meeting (partial per diem claimed) – November 13.

James Jens reported on Commissioner Board Meeting (partial per diem claimed) – November 6, EDA/Extension (partial per diem claimed) – November 7, Budget Meeting (partial per diem claimed) – November 13, Casey Jones Trail (partial per diem claimed) – November 15.

Glenn Kluis reported Commissioner Board Meeting (partial per diem claimed) – November 6, Annual Ag Society (no per diem claimed) – November 7, Fair Board Meeting (partial per diem claimed) – November 8, Budget Meeting (partial per diem claimed) – November 13, ACE Meeting (partial per diem claimed) – November 15.

It was moved by Thiner, seconded by Kluis and passed to approve the Commissioner Vouchers for the period of November 4, 2018 to November 17, 2018.

The County Board reviewed their calendars.

County Engineer Randy Groves met with the County Board.

It was moved by Thiner, seconded by Kluis and passed to approve and authorize the Chair sign a box culvert replacement agreement with Murray Township.

It was moved by Gunnink, seconded by Thiner and passed to approve setting a bid opening date for January 8, 2019 at 10:30 a.m. for a Mason Township bridge.

County Engineer Groves advised the tile was installed on the road through the fairgrounds that connects to Juniper by the playground. He advised that they met with the Soil and Water Board on County Road 14.

The County Board reviewed the 2019 ditch levies with Auditor/Treasurer Winter and Ditch Inspector Konkol.

11:28 a.m. Commissioner Kluis was excused from the meeting.

The County Board reviewed the 2019 ditch levies with Auditor/Treasurer Winter and Ditch Inspector Konkol.

12:12 p.m. The meeting was recessed.

1:06 p.m. The meeting was called back to order.

The County Board met with Annette Seivert pursuant to Minnesota Statute 13D.05, subd. 3. in open session and rated her six-month probationary performance as “Meets Expectations” when evaluating the following items:

Provides excellent customer service, maintains a safe and secure work environment, continuous improvement, professional conduct/integrity, quantity of work, dependability, manage license center, staff development and motivation, supervision, resource and project management, fiscal responsibility, liaison to County Board, outcomes and measurements, and leadership.

1:54 p.m. The meeting was adjourned.

ATTEST:

Aurora Heard, County Coordinator

James Jens, Chairman of the Board